

**MINUTES OF THE SPECIAL ASSESSMENT BOARD**  
**January 13, 2:00 P.M., Room 106A**

**MEMBERS PRESENT:** John Gellatly, City Assessor; Lisa Potswald, Chief Administrative Officer; Cindy Voigt, City Engineer, Cari Pedersen, Interim Director of Public Works & Utilities, Keith Hamre, Interim Planning Director.

**ALSO PRESENT:** Bob Asleson, City Attorney's Office; Linda Brophy, City Assessor's Office; Kevin Scharnberg, City Auditor's Office; Larry Winner and Eric Shaffer, Engineering.

**PRESENT FOR AGENDA ITEMS:** None

Lisa Potswald called the meeting to order at 2:00 P.M.

Minutes of the December, 2008 meeting were unanimously approved.

**TABLED ITEMS:**

**Board policy on connection fees in lieu of assessment and possible conflict with City Code.**

This item remains tabled for now and will be discussed at the February meeting.

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**OLD BUSINESS:**

None.

**NEW BUSINESS:**

**1. Reconsideration of assessment amount for 1504 Osage Avenue, City Project No. 0527W (Plat 2240, Parcel 00730, Lots 68 and 69, Home Acres 2nd Division).**

Property owner Robert Olson had contacted Cindy Voigt about the amount of his special assessment for the water main in Osage Avenue, claiming that he had never been notified of the final amount and felt that it was very high. Construction was completed in 2005 but because the project was not finalized until this year, the assessment remained uncertified for three years while it continued to accrue interest. Cindy feels that the fairest way to address this would be to waive the interest accrued between completion and certification, which amounts to \$4,503.21. This will have to go to the city council for approval.

Bob Asleson said he saw no problems with this as long as it is approved by the council and by administration. Linda Brophy will make the necessary adjustment and recalculate Mr. Olson's annual payment. The board voted to accept the proposed adjustment to the special assessment.

**Meeting was recessed at 2:20 PM for a public hearing on the reinstatement of cancelled**

**razing assessments against Plat 1120, Parcel 02210 (Lot 258, Block 32, Duluth Proper Second Division/1534 West Superior Street). John Gellatly moved, and Cindy Voigt seconded, that the assessments be reinstated, and the motion was approved unanimously.**

Meeting was adjourned at 2:30 PM.

**INFORMATION ONLY:**

**Next meeting February 10, 2009, in Room 106A at 2:00 p.m.**

Respectfully submitted,

Lisa Potswald, Chair  
Special Assessment Board

Jeanne Horn  
SAB Secretary